

Study Session Minutes
Selah City Council
February 26, 2019
4:30pm

Mayor Raymond opened the Study Session and welcomed Jeremy Burke, Charles Martin, Ellen Overby, and John Gawlik.

Community Development Supervisor Peters stated that he has verified that the residential addresses given by all applicants are within the City limits and they are therefore qualified applicants for the vacant position.

Mayor Raymond explained the procedure, which would start with each applicant given five minutes to talk to Council about why he or she would be a suitable choice for the vacant position, followed by each Council Member asking a question of the applicant.

Mayor Raymond called each applicant forward according to a random draw done prior to the Study Session, and invited him or her to speak.

At the conclusion of each applicant's five minutes, each Council Member posed a question to the applicant regarding items such as Selah's largest challenge over the next five years, their greatest strength, an opinion on the recent levy for Fire services, attracting more businesses to Selah, most important priority for a Council Member, fiscal viewpoint, the City's subarea plan, personal motivation to become a Council Member, the expectation in twenty years if one were a business owner in Selah, how one would address a citizen complaint about the actions of City staff, how one would adapt to changes over the last four years, what one task could be done to improve public safety in Selah, and whether to sunset or keep the utility tax increase to pay off the Marudo debt.

Mayor Raymond thanked all of the applicants then announced they would be at recess until the Council Meeting at 5:30pm.

The Study Session ended at 5:21pm.

City of Selah
Council Minutes
February 26, 2019

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

- A. Call to Order Mayor Raymond called the meeting to order at 5:30pm.
- B. Roll Call
- Members Present: Kevin Wickenhagen; Jacquie Matson; John Tierney; Roger Bell; Diane Underwood
- Members Absent: Russell Carlson
- Staff Present: Donald Wayman, City Administrator; Dale Novobielski, Clerk/Treasurer; Rick Hayes, Police Chief; Gary Hanna, Fire Chief; Jeff Peters, Community Development Supervisor; Ty Jones, Public Works Utility Supervisor; Monica Lake, Executive Assistant

- C. Councilmember Absence – Motion to Excuse

Council Member Tierney moved, and Council Member Underwood seconded, to excuse Council Member Carlson. By voice vote, approval was unanimous.

- D. Pledge of Allegiance

Mayor Raymond led the Pledge of Allegiance.

- E. Invocation

Pastor Scott Ruark gave the prayer.

- R. Executive Session

1. 10 Minute Session to consider the qualifications of a candidate for appointment to elective office - RCW 42.30.110 (1) (h)

Council went into Executive Session at 5:32m. At 5:42pm, Council went back on the record. Mayor Raymond stated that no action was taken during the Executive Session.

Council Member Bell moved, and Council Member Wickenhagen seconded, to appoint Jeremy Burke to fill the vacant City Council position. By voice vote, approval was unanimous.

Clerk/Treasurer Novobielski swore in Jeremy Burke as a Council Member for the City of Selah.

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| F. | Agenda Changes | None |
| G. | Public Appearances/Introductions/ Presentations | None |
| H. | Getting To Know Our Businesses | None |
| I. | Communications | |
| | 1. Oral | |

Mayor Raymond opened the meeting. Seeing no one rise to speak, she closed the meeting.

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| 2. | Written | None |
| J. Proclamations/Announcements | | |
| 1. | Proclamation Proclaiming March 2019 as the 17th Annual March For Meals Month | |

Mayor Raymond read aloud the Proclamation Proclaiming March 2019 as the 17th Annual March For Meals Month.

- ## K. Consent Agenda

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

- * 1. Approval of Minutes: February 12, 2019 Council Meeting
- * 2. Approval of Claims and Payroll:

Payroll Checks Nos. 82516 – 82532 for a total of \$208,091.79
 Claim Checks Nos. 72592 – 72614 for a total of \$ 322.80
 Claim Checks Nos. 72615 – 72679 for a total of \$109,838.14

Council Member Tierney moved, and Council Member Bell seconded, approval of the Consent Agenda as read. By voice vote, approval was unanimous.

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| L. | Public Hearings | None |
| M. | General Business | |
| | 1. New Business | None |

2. Old Business **None**

N. Resolutions

1. Resolution authorizing the Mayor to sign Task Order 2019-06 between the City of Selah and HLA Engineering and Land Surveying, Inc. to conduct an Existing Building Evaluation for real property located within the City of Selah

Community Development Supervisor Peters addressed N – 1. He said the task order was for HLA to conduct an existing building evaluation for the real property discussed during the last executive session, and that he was not going into a lot of detail but this property is of interest for municipal purpose and part of that is seeing if it's suitable for municipal use. He explained what the evaluation would encompass, saying that the information would allow Council to make an appropriate decision and recommendation regarding disposition of the property.

Council Member Tierney clarified that they were discussing the Wells Fargo bank building.

Community Development Supervisor Peters agreed with his statement.

Council Member Wickenhagen had a question regarding the work to be done, saying that it doesn't mention examining behind panels, and wondered if that was significant enough, or if there should be an asbestos inspection.

Community Development Supervisor Peters responded that asbestos is part of the inspection, adding that when they are doing an inspection they can't do any significant type of work without the building owner's permission, as there could be another purchaser or someone else interested in property. He went on to say that the report would examine all existing systems, the building construction, A/C systems, piping, and roof, look for things like asbestos, the type of construction, and options to add on independently or to extend the upper floor of the building out to the full length of the lower level. He noted that this was pretty common, and no different than looking at an existing single family home up for sale as far as doing due diligence to evaluate all the different systems and portions to see whether it's worth pursuing for municipal service.

Council Member Bell observed that under phase three it says if a phase one environmental review is required, and inquired if this study would determine if they need that, as he feels they would want one.

Community Development Supervisor Peters replied that phase three is regarding asbestos, and that if the property owners have done an asbestos survey they could provide that documentation to the City.

Council Member Tierney moved, and Council Member Matson seconded, to approve the Resolution authorizing the Mayor to sign Task Order 2019-06 between the City of Selah and HLA Engineering and Land Surveying, Inc. to conduct an Existing Building Evaluation for real property located within the City of Selah. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes;

Police Chief Hayes replied that they are six pm to eight or eight-thirty pm.

Council Member Underwood remarked that traffic was backed up the hill on Speyers both ways last Thursday night and wondered if he knew of anything that would have caused it.

Police Chief Hayes responded that he would have to look and see, but couldn't think of anything.

Fire Chief Hanna remarked that SIS had an event getting out about that time. He said that they had money slide over on Fund 150 Fire Reserves, mostly because they weren't able to acquire a block tender, and that there would be a budget adjustment for that in the future. He commented that the first tender would be picked up from Kelso on Thursday and brought back for finishing and training before it's put into service. He thanked Public Works for their assistance in helping clear ice and snow from the roof at the main station to help them find a leak.

Council Member Tierney asked if the station being remodeled has equipment stored in it.

Fire Chief Hanna replied that the equipment is out of the building and currently stored at the Training Center thanks to some friends there who helped them by letting them store equipment there and providing volunteers passes to get off and on to access the equipment.

Council Member Matson inquired about the progress of the station.

Fire Chief Hanna answered that they were doing good, and still on scheduled although the weather had slowed things down a bit.

Community Development Supervisor Peters reminded Council that they would be receiving the information for the Lince school project next week, encouraging them to read the packet so they could make a good decision on that. He said that they have permits in place for the remodel of the Save-On Foods building for both Tractor supply and Grocery Outlet, with the project starting the following week and a projected finish date o early May. He noted that they are talking about bringing the subarea plan back for a future study session, and also have more code compliance items.

Public Works Director Henne remarked that a lot of their effort has been plowing snow. He said that there would be a public outreach meeting in Council Chamber next Tuesday to discuss sewer connection fees, which has been published in the paper and posted on the City's website and Facebook page, and that Wednesday night there would be a second public outreach meeting regarding the grind and overlay on North First Street, to go over the project and the scope of the work, and how it could potentially affect travelers.

Council Member Wickenhagen asked what time the meetings would be.

Public Works Director Henne responded that they would both start at 5:30pm.

Mayor Raymond asked if they would be in Council Chambers.

Public Works Director Henne responded in the affirmative.

Community Development Supervisor Peters noted that the first meeting would be hosted during a Planning Commission meeting.

Council Member Tierney commended the Public Works department for doing a good job getting snow off the secondary streets, adding that whatever they used for snow melt took the compact snow and ice off in half a day.

Public Works Director Henne responded that they haven't used deicer too much lately, mainly just salt, and that they took receipt of another thirty ton delivery of salt the day before. He thanked the Council Member, saying that the crew worked hard and put in some time maintaining the roads.

Clerk/Treasurer Novobielski provided Council with a sales tax revenue comparison, briefly reviewing the numbers, and said that he would be contacting the Finance Committee to review the December 2018 financial results.

Recreation Manager Morales had no report.

City Attorney Noe had no report.

2. Council Members

Council Member Wickenhagen said that he failed to mention at the last meeting that he attended the State Auditor's final review, which went very well, and that Clerk/Treasurer Novobielski did a great job.

Council Member Matson said that they had a Volunteer Park meeting last week and decided that the Centennial tree would be a blue spruce. They also made a decision on disc golf and have two different shelters to decide upon depending on their budget. She commented that she attended the YVCOG meeting last week, which was part of a three part series, and that she was looking forward to the next one in Selah. She remarked that she attended the Selah School District board meeting, which had a good presentation she enjoyed, and that she has also been enjoying the Citizens Academy.

Council Member Burke thanked his fellow Council Members for giving him the opportunity, saying that he looks forward to looking out for community interests on the Council.

Council Member Tierney spoke briefly about the LTAC meeting held the day before, saying that they viewed proposals for Selah Community Days and would be bringing forward an AIS seeking authorization from Council for an expenditure of funds. He explained the increase from the previous year's request, due to relocation to Carlon Park due to construction of the pool and at Lince School.

Council Member Bell gave an update regarding the pool, saying that the contractor has continued to work although the weather is affecting things. He said that they would be spraying the concrete on to build the walls starting that tomorrow, and plan to be finished by Saturday.

City Administrator Wayman wondered if it wasn't sensitive to temperature.

Council Member Bell replied that it is but the tented areas are being heated to maintain temperatures above freezing. He added that it only needs to cure twenty-four hours to be secure from cracking, and that even with the weather delays the contractor anticipates being back on schedule by April 1 with completion by the end of May.

Council Member Underwood remarked that SPRSA is a really interesting meeting, and she was happy to be a part of it and make a difference.

3. City Administrator

City Administrator Wayman welcomed Council Member Burke, saying that he looked forward to working with him. He said that Council Member Bell has communicated to him that they would probably need a larger footprint for staging on the pool construction project, and that he would be walking the perimeter with some Public Works folks later that week to determine what the best spot would be. He noted that the reason is because the Lince side would be unavailable after April 15 due to the school project. He commented that Public Works Director Henne and Recreation Manager Morales were working on a Resolution for Volunteer Park, and they have determined that the amount of approximately sixty thousand dollars would be sourced from Fund 301. He lastly addressed code compliance issues, saying that they are reminding commercial businesses and some residents that they can't move snow from their properties into or across public right of way.

Council Member Tierney commented that they have a snow angel in his neighborhood who has on three occasions now gone clear around the block on the sidewalks for their neighborhood all on his own.

City Administrator Wayman commented that the vast majority of folks in Selah are doing a great job keeping their sidewalks clear, and that Parks Lead Glaspie was using the Kubota on other sidewalks.

4. Boards

a. Planning Commission Minutes – January 15, 2019

5. Mayor

Mayor Raymond spoke briefly about the Meals on Wheels program, recommending that Council Members volunteer to help out.

City Administrator Wayman commented that they have a pretty good-sized leak at the Civic Center going down to where the hot water heater is on the interior, but they are hesitant to get any significant work done due to dangerous roof conditions, so are holding off until a good melt and safer conditions.

Council Member Tierney asked if they had done any roof raking.

Public Works Director Henne responded that they did some work at the Civic Center on the north roof, and straightened out the parking bumpers.

City Administrator Wayman added that they moved a lot of snow on the north parking side.

Council Member Tierney wondered if they had raked any snow off the roof itself to facilitate preventing the leak.

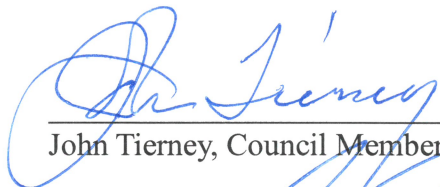
Public Works Director Henne replied that they broke off ice on the north part of the roof, adding that Public Works Utility Supervisor Jones went up to see what was going on and moved some snow around. He added that the south side has melted down roughly seventy percent and that taking ice off the north roof would help the rest slide off.

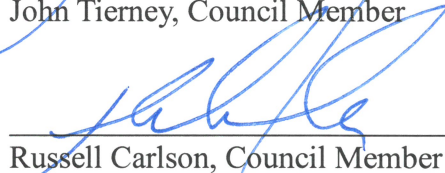
P. Executive Session **None**


Q. Adjournment


Council Member Tierney moved, and Council Member Matson seconded, that the meeting be adjourned. By voice vote, approval was unanimous.

The meeting adjourned at 6:27pm.

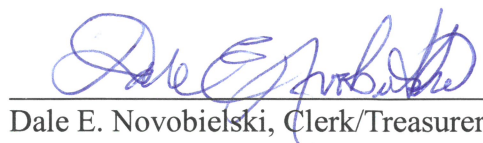

John Tierney, Council Member

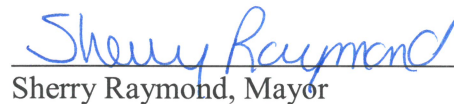

Russell Carlson, Council Member


Jacquie Matson, Council Member


Jeremy Burke, Council Member

ATTEST:


Dale E. Novobielski, Clerk/Treasurer


Sherry Raymond, Mayor


Roger Bell, Council Member


Diane Underwood, Council Member


Kevin Wickenhagen, Council Member